

# STATE OF NEVADA

## GAMING CONTROL BOARD



### MINIMUM INTERNAL CONTROL STANDARDS

**Note:** When adopted in 1997, these standards applied to both Group I and Group II licensees. In February 2000, the Nevada Gaming Commission amended the definition of “Group II licensee” and revised Regulation 6.090 to require that Group II licensees (i.e., redefined as those licensees with annual gross gaming revenues of less than \$3 million) follow Internal Control Procedures rather than the Minimum Internal Control Standards. Therefore, although these standards make numerous references to Group II licensees, these standards no longer apply to such licensees – they only apply to those licensees with annual gross gaming revenues of \$3 million or more. References to Group II licensees will be deleted with the next formal revision of the Minimum Internal Control Standards.

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## **CARD GAMES**

### ***Supervision***

1. Supervision is provided at all times the card room is in operation by personnel with authority equal to or greater than those being supervised.
2. Transfers between table banks and the main card room bank (or casino cage, if a main card room bank is not used) are authorized by a supervisor and evidenced by the use of a lammer. (A lammer is not required if the exchange of chips, tokens, and/or currency takes place at the table.)
3. Transfers from the main card room bank (or casino cage, if a main card room bank is not used) to the table banks are verified by the card room dealer and the runner.
4. If applicable, transfers between the main card room bank and the casino cage are properly authorized and documented.
5. A rake must be collected in accordance with the posted rules unless authorized by a supervisor.

### ***Drop and Count Standards***

6. The procedures for the collection of card games drop boxes and the count of the contents thereof comply with the internal control standards applicable to the pit drop boxes.

### ***Access to Playing Cards***

7. Playing cards, both used and unused, are maintained in a secure location to prevent unauthorized access and reduce the possibility of tampering.

### ***Reconciliation of Banks***

8. The amount of the main card room bank is counted, recorded, and reconciled on at least a per shift basis.
9. At least once per shift the table banks are counted, recorded, and reconciled by a dealer (or other individual if the table is closed) and a supervisor, and attested to by their signatures on the check-out form.

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### ***Shill Standards***

10. Issuance of shill funds have the written approval of the supervisor.
11. Shill returns are recorded and verified on the shill sign-out form.
12. The replenishment of shill funds is documented.

### ***Promotional Progressive Pots and Pools***

**Promotional progressive pots and pools are defined as pots and pools which are contributed to by poker patrons and distributed back to poker patrons based upon the occurrence of a predetermined event.**

13. All funds contributed by players into the pools are returned when won in accordance with the posted rules with no commission or administrative fee withheld.
14. Rules governing promotional pools are posted, are clearly legible from each table, and designate:
  - a. The amount of funds to be contributed from each pot.
  - b. What type of hand it takes to win the pool (e.g., what constitutes a “bad beat”).
  - c. How the promotional funds will be paid out.
  - d. How/when the contributed funds are added to the jackpots.
  - e. Amount/percentage of funds allocated to primary and secondary jackpots, if applicable.
15. Promotional pool contributions are not placed in or near the rake circle, in the drop box, or commingled with gaming revenue from card games or any other gambling game.
16. Promotional funds removed from the card game are placed in a locked container in plain view of the public.
17. Persons authorized to transport the locked container are precluded from having access to the contents keys.
18. The contents key is maintained by a department independent of the card room.

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19. At least once a day, the locked container is removed by two individuals, one of whom is independent of the card games department, and transported directly to the casino cage or other secure room to be counted.
20. If the funds are maintained in the cage, the contents are counted, recorded, and verified prior to accepting the funds into cage accountability.
21. The amount of the jackpot must be conspicuously displayed in the card room. At least once a day the progressive sign or meter, if applicable, is updated to reflect the current pool amount.
22. At least once a day increases to the progressive sign/meter are reconciled to the cash previously counted or received by the cage.